

## **INSTRUCTIONS AND GUIDELINES APPRAISAL REVIEW**

### **GENERAL REMARKS**

This information is assembled to aid and direct the review appraiser. Adherence to these instructions will help insure a proper and adequate review insofar as the appraisal reports are concerned.

Both appraisers and review appraisers must have open minds and flexibility of thought, and refrain from becoming advocates. Their minds should be clear of all biased or unsupported opinions of value. Impersonal analyses of all available data and information are essential to the reviewer's function.

Ethical conduct is just as important to the reviewer as to the appraiser. Standards governing the actions of professional appraisers should be followed by the review appraiser.

The reviewer determines the acceptability of appraisal reports on the following basis.

1. Form
2. Adequacy of data
3. Quality of data
4. Accuracy of data
5. Choice of approaches
6. Properly developed techniques
7. Adequacy of Analysis
8. Correlation of information
9. Reconciliation of conflicting or contradictory information.

The reviewer should be satisfied that the report constitutes an accurate portrayal of the property appraised and that all major value factors have been considered.

A primary responsibility of the reviewer is the final estimate of compensation. In the event he disagrees with the appraiser's values, he must provide support for his opinion. Unsupported and undocumented opinion should never replace one which is documented.

The mechanics of the review should follow a logical and orderly sequence of actions to produce the desired results. A portion of these actions must be performed in the field as well as the office. Sufficient time should be allowed for each phase to bring the review to a satisfactory conclusion.

The reviewer should use all available tools and information throughout the review process. The following is a partial list of the accessory information which can be utilized:

1. Title facts
2. Official plans (property maps, plan and profile, typical sections, cross-sections, etc.)
3. Aerial photographs
4. Project report
5. Leases
6. U.S.G.S. Maps
7. A.S.C.S. Maps

Review procedures set out on the following pages are applicable to the majority of properties regardless of use.

### **REVIEW PROCEDURE NO. 1**

#### **COMPARABLE SALES REPORT (Office Review)**

The review appraiser must comply with the following:

1. Check contents to determine that all data is included to meet the current requirements.
2. Check all mathematical computations.
3. Determine the significance of any errors. If the errors will have a significant effect on values in the appraisal reports, the appraiser should be notified so that appropriate corrections can be made to both the sales report and the appraisal reports where the sale was used.
4. Study the narrative portions in order to understand the basis of adjustments.

### **REVIEW PROCEDURE NO. 2**

#### **COMPARABLE SALES REPORT (Record Check)**

The review appraiser should follow the points listed below:

1. Confirm factual data which can be found in the public records. (Sales date, deed book, page number, grantor, grantee, location, size, etc.)
2. Check comparable leases and rentals if recorded.
3. Be satisfied that the recorded data contained within the sales book is reasonably accurate.

### **REVIEW PROCEDURE NO. 3**

#### **COMPARABLE SALES REPORT (Field Inspection)**

The review appraiser must comply with the following:

1. Make a visual inspection of all sales except those which are remote or impractical to visit. There are situations where sales not used may be better comparables than those selected by the appraiser.

2. Confirm with a knowledgeable person the sales date, sales price, grantor, grantee and conditions relative to the most frequently used sales. (Were items of personal property and/or fixtures included in the sales price? Did the price include more than one tract? Was excessive motivation present in the transaction, etc.?). The scope of these confirmations should be to the extent the review appraiser is comfortable with.
3. Check the breakdown of the component parts of the sale as analyzed by the appraiser (improvements, land classification and allocation, special land improvements). Any reasonable doubt concerning the adequacy and/or accuracy of the information at hand should be resolved to the reviewer's satisfaction.
4. Determine which sales are keyed to important value factors (time, location, topography, size, etc.). These sales must be confirmed and inspected to the reviewer's satisfaction. Special effort should be made to determine whether the appraiser's analyses are logical and reasonable.
5. Check the consistency of the appraiser's analyses. If reasons for any major deviations are not apparent, additional information may be required from the appraiser.
6. Always remember that appraisal reports are a direct reflection of the data contained within the comparable sales. If the sales data is erroneous, inaccurate or distorted, the appraisal reports will suffer accordingly.

#### **REVIEW PROCEDURE NO. 4**

##### **INITIAL SUBMISSION (Contract Compliance and General Acceptability)**

Review appraisers are responsible for determining whether or not a contract appraiser is eligible to receive incremental payments; therefore, they must:

1. Determine that the parcels received coincide with those on the invoice.
2. Check the number of appraisal reports for contract compliance.
3. Check type of report received against type specified in the contract.
4. Check for extra photographs for improvement records.
5. Check mathematical computations on invoice.
6. Inform the Right of Way Supervisor or Project Manager of his determination.
7. Approve the invoice and submit for payment.

## **REVIEW PROCEDURE NO. 5**

### **CHART PREPARATION**

**NOTE:** This procedure may not be applicable to all projects. After consideration of the number of sales, the number of parcels and the types of properties involved, the reviewer's judgment should determine the type and number of charts which will fit his particular need or the needs of the project involved.

1. Where applicable, charts of the comparables should be prepared by the reviewer for quick reference throughout the review process.
2. A chart of the number of times each sale is used should be prepared. This will determine the depth of inspection needed for each comparable. Sales used many times warrant a more careful inspection than those used only a few times.
3. Charts of subject parcels made in a fashion similar to those prepared on the comparables can help determine consistency within appraisals.

## **REVIEW PROCEDURE NO. 6**

### **APPRAISAL REPORTS (Initial Office Review)**

The review appraiser **must** comply with the following:

1. Check mathematical computations or delegate a competent and knowledgeable person to do so. (Professional judgment should determine whether errors are significant to justify return to the appraiser for correction.)
2. Check parcel numbers, project numbers, owners, areas and item numbers shown in reports against the same information on the official plans. Differences should be explained in the report or by the reviewer. Areas and acquisitions must correspond with summary sheet of the plans furnished the appraiser.
3. Check valuation dates, dates of inspection and appraiser's signature for compliance with current appraisal instructions.
4. Determine that the descriptive narratives are adequate.
5. Determine compliance with standards and requirements of the Federal Highway Administration. The reports must comply with *Appraisal Guidelines* compiled by the Division of Right of Way and Utilities.

6. Read enough of the report to determine one's ability to follow the appraiser's reasoning. This is important where it pertains to the adjustments used in the Cost and Sales Comparison Approaches. Particular attention should be given to the descriptions and estimates of damage to the remainders.
7. At this point, it is appropriate to approve the 30% invoice for payment if the reports are in acceptable form.

### **REVIEW PROCEDURE NO. 7**

#### **APPRAISAL REPORTS (Field Inspection)**

Review appraisers must perform the following:

1. Contact owner and/or occupant prior to inspection of subject when possible or practical.
2. Make a visual inspection of the proposed acquisition. Site improvements within the taking should be observed and considered regardless of whether these items appear on the plans.
3. Make an exterior and interior inspection of any major improvements which are taken or damaged.
4. Determine that the information concerning buildings taken or damaged is reasonably accurate. Area, quality, type of construction, depreciation, etc., become more important when the cost approach is the only one used and/or relied upon.
5. At the time of field inspection, evaluate present use and highest and best use. Any anticipated change of highest and best use should be studied and analyzed in the field at this time.
6. Spend adequate time on each parcel to eliminate the need for subsequent inspections. Properly prepared field notes on each parcel provide a valuable source of information for the final desk review.

The review appraiser should observe the following:

1. Sketches and photos to assure they are reasonable representations of the property.
2. Physical attributes affecting value such as access, drainage, railroads, sidings, terrain, easements, natural barriers, etc.
3. Utilize information contained in the property map, plan and profile sheets and cross-sections.

## **REVIEW PROCEDURE NO. 8**

### **APPRAISAL REPORTS (Final Office Review)**

The review appraiser is required to do the following:

1. Reconcile any discrepancies between the results of the onsite inspection and the contents of appraisal reports.
2. Systematically check the documentation of the Cost Approach. This includes the cost source, base unit values, applicable modifiers, variations from base cost and depreciation applied to the improvements. This check should also include documentation and adjustments to the land value plus the cost source and contributing value of the site improvements.
3. Analyze the documentation of the Income Approach which includes the capitalization technique, economic rent, expenses, economic life of the buildings and capitalization rates. Any difference in economic rent and contract rent must be addressed.
4. Check sales information contained in the appraisal report against the corresponding data contained in the sales/data book or sales report. Adjustments applied in the Sales Comparison Approach should be checked for documentation and/or justification contained in the sales report. All adjustments should be supported in compliance with the *Appraisal Guidelines*.
5. Review for final value estimate the "Justification of Value Used" and "Correlation of Approaches."
6. Check allocation of values. All allocations should approximate or support the indicated values in the approach which is relied upon.
7. Determine that the narrative descriptions of the taking and remainder(s) are adequate and reasonable.
8. Analyze the explanations justifying items of damages and/or enhancements. The reviewer should understand fully the method employed by the appraiser to determine the monetary consideration for damages and/or enhancements. The documentation and/or justification for this monetary consideration should satisfy current requirements.
9. Give proper attention to the "after value" documentation since it is as important as the "before value" documentation.

10. Assume responsibility for recommending an estimate of just compensation for approval.
11. Contact the District Property Management Agent for a determination of the salvage value of real property within the area of the acquisition.

The review appraiser should take the following action:

1. If, in the reviewer's professional opinion, errors/omissions will have significant effect on the value estimate, the appraiser should be required to make appropriate corrections. Minor errors and omissions may simply be noted in the review document as having no effect on final value conclusions.
2. Appraisal reports containing improperly developed approaches and techniques must be returned to the appraiser to be properly prepared for resubmission. Any estimate of value outside the range of indications is not acceptable. Further, an appraisal may be rejected in its entirety if the report conflicts with the facts to the point of incredibility.
3. Always review the total report before returning it to the appraiser. Additional information and/or documentation may be requested from the appraiser without returning the complete report.
4. The reviewer should not spend an excessive amount of time trying to make the report acceptable. If changes to the estimate of compensation are made because of differences of opinion, these must be supported.
5. If an appraisal is returned to the appraiser, the major reasons for the return must be specified and the proper information requested. Minor errors and/or deficiencies may be noted for information purposes with no specific action requested.
6. The reviewer should request second or third appraisals through the Central Office when it becomes obvious such is needed to reach a fair and equitable value conclusion.
7. The final invoice of 20% can be approved at this point if the reports meet the requirements of the Transportation Cabinet.



## **REVIEW PROCEDURE NO. 9**

### **APPRAISAL REPORTS (Two or More for Same Property)**

The review appraiser must comply with the following procedures:

**Dual Appraisals Required** - When two appraisals have been made on one parcel or a property owner has submitted a report for review, the Review Appraiser must determine the acceptability of each as to procedure, standards and methods outlined in instructions provided to the appraisers.

If one appraisal is unacceptable, it must be returned for correction before final review of that parcel. If both appraisals are acceptable, the Reviewer must determine which appraisal presents the best documentation and most reasonably reflects compensation to be paid.

In the review of dual appraisal reports, the Review Appraiser will review each one individually and complete a review for each. One of the reports must be selected as the basis for compensation. There will not be a reconciliation of the two reports into a third value estimate based on parts taken from the two reports.

The review of the recommended report will note that it has been selected as most representative of fair market value and the amount of compensation will be stated at the bottom of the review sheet. No mention of the other report shall be made. The Review Appraiser's recap sheet will accompany only this review.

The review of the report that was not recommended will discuss the reasons why it is not recommended and make note of the superiority of the other report. The review sheet on this report will not carry a recap sheet and will not have a recommended value.

The summary sheet covering the two reports will carry only the recommended value.

## **REVIEW PROCEDURE NO. 10**

### **APPRAISER PERFORMANCE ANALYSIS**

The review appraiser must comply with the following:

1. Submit an Appraiser Performance Analysis on every appraiser, both fee and staff, on projects of more than six parcels. On projects of less than six parcels, the analysis is submitted only if the project is of major complexity and a fair rating can be made from representative appraisal reports.
2. Complete this form as soon as the review is finished on that particular appraiser's assignment.

3. Be candid and do not let personal feelings influence this analysis in any manner.
4. Notify staff appraiser of rating. This information, or constructive criticism, should be beneficial to the staff appraiser for improving his ability and techniques.

These analyses are maintained in Central Office files to assist in evaluating appraiser's past performance. This is helpful in determining which appraisers will be asked to submit proposals on upcoming projects.

## **GENERAL PROCEDURES**

### **FEE APPRAISER MEETINGS PRIOR TO BEGINNING ASSIGNMENT:**

The letter requesting proposals from fee appraisers states, in part, "The review appraiser who will be assigned to review this project will contact you soon after receipt of this letter to arrange a pre-assignment meeting." This meeting is to discuss such things as the project itself, type of reports to be submitted, special problems that may be encountered, types of data and analysis required and forms to be used. This meeting should be conducted by the review appraiser who will review the reports and, ideally, by the review appraiser who prepared the project report. This meeting lets the fee appraiser know what is expected from him and what he can expect from us so that fees can be set accordingly.

The letter requesting proposals from fee appraisers also states, in part, "At two different times during the course of the project, the review appraiser will contact you to arrange a meeting to discuss the progress of the assignment and problems that you may have encountered. These meetings will typically be just before the scheduled submission of the data book(s) and just before the scheduled submission of the first appraisal reports. These meetings are required as a part of this assignment." The letter shall also advise the appraiser that copies of the appraisal report(s) on this assignment may be released to the property owner and/or the owner's designated representative.

Subsequent meetings may be required to discuss problems that can arise, methodology being employed and general progress toward the completion date. The major reason for problems with reports in review is a lack of communication between the appraiser and review appraiser before the reports were submitted. The primary reason for having the data books submitted early is so the review appraiser can identify, early on, any areas that might present a problem in the later stages of review. It is important to maintain a good, open line of communication with the fee appraiser from the outset of the assignment. This helps to alleviate differences of opinion and identify problem areas before the actual review of reports begins.

### **DUAL REPORTS:**

There are no dollar threshold amounts which automatically trigger dual reports on a parcel. At times, dual reports tend to confuse and cloud appraisal issues. There are instances when the acquisition is classed as "minor", yet high unit values could push the compensation over a predetermined thresholds for which two reports are required. The review appraiser always has the prerogative of requesting dual reports on any parcel based solely upon the complexity of the appraisal problem.

## **RETURN OF UNACCEPTABLE REPORTS:**

If it become necessary to return appraisals to the appraiser for correction or additional data (see Review Procedure 8) the steps below will be followed:

1. All appraisals returned for correction must be accompanied by a transmittal letter (See Exhibits) pointing out the items in question.
2. Make a copy of the complete appraisal before returning it to the appraiser. Mark this copy "Returned for Correction" followed by the date it was returned.
3. Return the original and all copies that were submitted by the appraiser.
4. Send a copy of the transmittal letter to the Right of way Supervisor or project manager, and the second level review appraiser.
5. Place the copy of the original submission, and the corrected appraisal, when it is received, in the District parcel file to be retained as a permanent record copy of the appraisal.

The letter accompanying the reports to the appraiser should state the reasons for the return and what is needed to make them acceptable. It must also contain a date when the reports are to be resubmitted. No extensions beyond this date can be granted except on the authority of the Right of Way Supervisor.

It is strongly suggested that, before returning reports for correction, the review appraiser meet with the appraiser to discuss the deficiencies and the reasons for returning the reports. This personal contact should help to maintain a good working relationship with the appraiser.

## **UPDATING REPORTS IN REVIEW:**

State law requires that a property owner be paid "Just Compensation" for his property when it is acquired for public use. Since just compensation is based on fair market value, it is essential that the review appraiser's determination of value reflect the current market value as of the date of review. To further assist the Reviewer, all appraisals made by staff, or fee, must bear a valuation date of not more than 15 days prior to the date of submission.

To insure that current market value is used in all negotiations, the following procedure will be used by review appraisers:

Upon notification by the relocation agent that housing is available, the reviewer appraiser will complete his review of that parcel, including any necessary updating.

1. Appraisals previously reviewed but on which the fair market value offer has not been made within a 180 day period will be re-reviewed to determine if there is a need for updating.
2. An appraisal update may be made by a review appraiser when there has been no substantial change in the physical characteristics of the parcel since the date of the appraisal, or the date of the last review.
3. The following method will be used for updating:
  - (a). The reviewer must inspect, or re-inspect, the property to determine that there has been no substantial change in the property.
  - (b). The reviewer must support his time adjustments by reference to current time studies submitted on other projects, or must prepare his own time study for documentation.
  - (c). The reviewer must attach a new review sheet (Form RW 87) to the appraisal, setting forth his reasons and procedure for updating.
  - (d). The reviewer must attach a new Sheet 16 (Form RW 20) showing the revised allocation resulting from the update.
4. Appraisals that have become outdated due to a substantial change in physical characteristics, or changes that involve valuation factors requiring the appraiser's judgment, will be returned to the appraiser for revision and updating.

#### **SALVAGE VALUES:**

It is the responsibility of the review appraiser to see that salvage values for improvements acquired are contained in the report or the review. Salvage values are generally obtained from the District's Property Management Section.

Salvage values do not necessarily apply only to buildings and/or building equipment which is considered real estate. Site improvements may also have some value as salvageable items. Examples might be chain link fences, light standards, underground storage tanks, gates and ornamental fencing. In determining the salvage value of signs, the necessary information should already be contained in the sign valuation estimate. For signs of any type, the salvage value is always the estimated value in place less the cost of relocation including the new base and wiring. If the relocation cost exceeds the value in place, the salvage value is zero. The appraiser or sign value estimator is required to provide this information.

#### **IDENTIFICATION OF REMAINDER AS BUILDABLE LOT:**

In situations when principal improvements have been acquired, relocation procedures may require a declaration as to whether the remainder is a buildable lot. A brief statement to this effect should be made in the reviewer's remarks.

### **AIRSPACE LEASE REVIEW:**

Airspace agreements (ground leases) are initiated and completed by Division of Traffic. Typically, an airspace agreement involves a lease between a property owner (lessee) and the Commonwealth of Kentucky (lessor). The review follows the same procedures as outlined previously with particular attention paid to analysis of economic rentals and rates of return. As always, the review appraiser must be satisfied that the report accurately portrays the property and that all major value factors have been considered. The recommended value will, in most cases, be a rental return on the property which is the subject of the airspace agreement.

These reports are reviewed at two levels. Summaries (original) submitted with these reports should carry (**AIRSPACE AGREEMENT**) in parenthesis after the identifier or parcel number. Copies of the report and summary are retained in the Division of Right of Way and Utilities Central Office files. (See also: AIRSPACE AGREEMENTS)

### **ACCESS POINT APPRAISAL REVIEW:**

Appraisals to estimate the difference in value caused by granting access on a controlled or partially controlled access highway are initiated and completed in Division of Traffic. The review of these reports follows the procedures previously outlined, keeping in mind the nature and purpose of the report and the value being found. Basically, these will be before value (as the property presently exists) and after value (as the property exists with access granted) appraisals. The difference in value, if any, will be the change brought about by the granting of the access point.

These reports are reviewed at two levels. Summaries (original) submitted with these reports should carry (**ACCESS POINT**) in parenthesis after the parcel number. Copies of the report and summary are retained in Division of Right of Way and Utilities Central Office files.

### **SURPLUS/EXCESS PROPERTY REVIEW:**

These reports are reviewed at two levels. Summaries (original) submitted with these reports should carry (**SURPLUS**) or (**EXCESS**) in parenthesis after the parcel number. Copies of the report and summary are retained in Division of Right of Way and Utilities Central Office files.

Review of these appraisals should follow the same procedures as outlined for acquisition appraisals keeping in mind the nature and purpose of these reports. For instance, if an adjoining property owner has made application to purchase a parcel of surplus property, the report should contain two values; a separate entity value and a contributing value of the surplus to the adjoining property. The recommended value will be the higher of the two. The review appraiser should contact the Division of Right of Way and Utilities to ascertain the adequacy of types of value in the report.

One important aspect of these reports is that the date of valuation may be a date prior to the date of inspection. The reason for this is that the applicant may have obtained a prior permit to do work (filling, leveling, etc.) on the parcel and may have already completed the work. In most of these cases, the date of valuation will be before that work was completed. The review appraiser must assure, especially if any work has been completed on the parcel, that the effective date of appraisal is correct.

## SUMMARY PREPARATION AND SUBMISSION:

Summaries are filed separately from the appraisal reports in Central Office and provide a quick reference of which reports have been approved and at what dollar amounts. They also serve as final approval from the Division Director or his designated representative for the compensation recommended. Every group of appraisals submitted to Central Office must be covered by an original summary itemizing each report in that submission.

The following list shows the number of copies of appraisal reports required on the various types of projects:

<u>Report Type</u>	<u>Required from Appraiser</u>	<u>Submit to Central Office</u>
Right of Way Acquisition	Original	Original
Transportation Enhancement	Original and Three	All
Excess & Surplus	Original and Four	All
Airspace Agreements	Original and Three	All
Access Points	Original and Three	All
Court Testimony	Original and One	All

Summaries take one of two forms:

- Three Signature Summary:** This summary is signed by the Right of Way Supervisor, or project manager, review appraiser and Appraisal Manager. It does not require the signature of a second level review appraiser, even though second level review appraisers periodically spot check reports submitted under these summaries and may, at their discretion, request all appraisals be submitted to them for review, including those that are submitted under this summary format. This summary authorizes the opening of negotiations upon approval by the Appraisal Manager and does not require recommendation by a second level review appraiser. Submissions under this summary are limited to the following amounts of compensation:
  - Total acquisitions on which compensation does not exceed \$50,000.
  - Partial acquisitions on which compensation does not exceed \$25,000.
- Four Signature Summary:** All appraisals exceeding those limitations noted above are submitted under a four signature summary which requires a second level review and recommendation prior to the Appraisal Manager's final approval.

Parcel allocation on individual summaries should be limited as follows:

1. No more than five (5) parcels carried on one summary regardless of dollar amounts of compensation.
2. A separate summary is prepared for each parcel on which two appraisals have been made regardless of dollar amounts of compensation.
3. Appraisals requiring two reviews are not to be submitted on the same summary with appraisals requiring only one review.

### **VERBAL APPROVALS, PHOTOCOPIES AND FAXED SUMMARIES:**

Authority to buy parcels is not officially granted until the summary is signed by the Appraisal Manager. Verbal approvals are not to be given by second level review appraisers. Summaries are not acceptable without original signatures. No action will be taken on photocopies, faxed, or pre-dated summaries.

### **REVISED REVIEWS AND SUMMARIES:**

At times, it may become necessary to revise a review of an appraisal report which often may alter compensation. A revised review should be titled REVISED REVIEW in capital letters and underlined just below the review checklist on the Appraisal Review Sheet (RW 87). The total compensation (revised amount) should be shown as the recommended amount.

On the summaries accompanying revisions, the word (REVISED) in capitals and in parenthesis should follow the parcel number of the report which has been revised. Near the center of the summary sheet, immediately beneath that parcel, note should be made to the effect that this revision increases (or decreases) compensation by net plus (or minus) \$ (dollars). The total revised amount is then entered under the AMOUNT column and the amount of increase (+) or decrease (-) for each parcel is displayed in the "**NET CHANGE**" column. Revised parcels and original submissions may be combined on the same summary.

With summaries containing revised parcels, the "Total This Summary" line should equal the net increase or decrease for those revised parcels plus the amount(s) approved for any additional parcels included on that summary.

At times, a revision will result in no change in compensation even though something has changed in the property, the plans or the report. In those instances, it is still necessary to submit a revised review showing the same amount previously approved. This maintains the integrity of the appraisal since no one can then question that it was an appraisal oversight. Revisions which do not alter compensation do not require a summary.

Revisions that fall under the \$25,000 limit for partial acquisitions, or \$50,000 limit for total acquisitions, and which were caused by minor plan revisions, and which do not change the complexity of the appraisal problem, are not reviewed at the second level. Also, minor first level revisions in review caused by small area changes, etc., do not require a second level review.

### **SUMMARIES SUBMITTED WITH SUPPLEMENTAL ACQUISITIONS:**

At times, it will be necessary to re-appraise a property from which additional right of way is needed after one acquisition has already taken place. In these cases, the report and review are submitted as though it were a new acquisition. On the summary, the letter (F) for "follow-up" in capitals and in parenthesis should follow the parcel number of the report which is being submitted. This is, in effect, compensation for a new parcel and not revised compensation for a parcel which has not been acquired. Likewise, it should be entered in the project totals at the bottom of the summary as if it were a new parcel.

### **REVIEWS AND SUMMARIES FOR UNECONOMIC REMNANTS:**

When the remainder of a parcel is determined to be an uneconomic remnant, it is essential that fact be passed on to the buyer and others who read the report. In the review, the review appraiser should note that the parcel has a remainder which is an uneconomic remnant and set out (in the review) the total amount of compensation should the remnant be purchased along with the acquisition. Caution should be exercised here if the remnant has easements on it that would be eliminated by the acquisition of additional land areas.

On the summary, near the center of the sheet, immediately beneath that parcel, note is made to the effect that the parcel contains an uneconomic remnant that, if purchased, would increase total compensation to \$ (dollars). The recommended amount of compensation (not including the remnant's value) is entered under the AMOUNT column. Project totals reflect only the amount of recommended compensation, not including the uneconomic remnant's value.



